

MARYLAND CENTER for SCHOOL SAFETY

Weekly Tabletop Exercises

Date:

Facilitator:

Participants:

Which part of your Emergency Plan are you reviewing:

Scenario: On Sunday night, a couple of your teachers receive an email from the same sender, explaining in detail how there are 6 bombs placed throughout the school that will go off on Wednesday morning. These teachers bring this to your attention both Sunday night and Monday morning?

Two weeks later, on Sunday night, multiple students receive a new threat via their school email, stating the following: “3 trained active shooters will be showing up on Thursday afternoon to shoot up the school, so kids should just stay home. Let the teachers die.”

BEFORE	DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT
What are the initial actions?	
Who is involved?	
Who is affected?	
Who is responsible for responding to the situation?	



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DURING	DESCRIBE MAJOR DETAILS ABOUT THE INCIDENT
What additional problems does this cause?	
Is the situation escalating or de-escalating?	
What information do you need?	
Who else needs to know? How will you deliver this information?	

AFTER-ACTION	DISCUSS IMPORTANT DETAILS ABOUT THE INCIDENT
What was the plan?	
What were the strengths? Weaknesses?	
What was learned?	
How do you improve?	

RESOURCES



Visit **SchoolSafety.Maryland.gov**, go to “Resources”, then “Training & Exercise”



CONTACT INFO



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